

# Homeowner Tap Sample Collection Procedures

*Revised Version: February 2016*

Thank you for your participation. These samples are being collected to determine the lead and copper levels in your tap water. This sampling effort is required by the U.S. Environmental Protection Agency and your state, and is being accomplished through the cooperation of homeowners and residents.

## Tap Sample Collection Procedures:

- 1) Prior arrangements will be made to coordinate the sample collection event. Dates will be set for sample bottle delivery and pick-up by water system staff.
- 2) There must be a minimum of 6 hours during which there is no water used from the tap where the sample will be collected and any taps adjacent or close to that tap. Either early mornings or evenings upon returning home are the best sampling times to ensure that the necessary stagnant water conditions exist. Do not intentionally flush the water line before the start of the 6 hour period.
- 3) Use a kitchen or bathroom cold-water faucet for sampling. If you have water softeners on your kitchen taps, collect your sample from the bathroom tap that is not attached to a water softener, or a point of use filter, if possible. Do not remove the aerator prior to sampling. Place the opened sample bottle below the faucet and open the cold water tap as you would do to fill a glass of water. Fill the sample bottle to the line marked "1000-mL" and turn off the water.
- 4) Tightly cap the sample bottle and place in the sample kit provided. Please review the sample kit label at this time to ensure that all information contained on the label is correct.
- 5) If any plumbing repairs or replacement has been done in the home since the previous sampling event, note this information on the label as provided. Also if your sample was collected from a tap with a water softener, note this as well.
- 6) Place the sample kit in the same location the kit was delivered to so that water system staff may pick up the sample kit.
- 7) Results from this monitoring effort and information about lead will be provided to you as soon as practical but no later than 30 days after the system learns of the tap monitoring results. However, if excessive lead and/or copper levels are found, immediate notification will be provided (usually 1-2 working days after the system learns of the tap monitoring results).

If you have any questions regarding these directions, call:

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### To Be Completed By Resident

Water was last used: Time \_\_\_\_\_ Date \_\_\_\_\_

Sample was collected: Time \_\_\_\_\_ Date \_\_\_\_\_

Sample Location & Faucet (e.g. Bathroom sink) \_\_\_\_\_

I have read the above directions and have taken a sample in accordance with these directions.

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